

BWIS Board Meeting June 18, 2014

Attendees: Vinita, Kathy, Vivian, Bernadette, Loralie, Yan, Kristine, Anna,

Agenda:

(1) Brief Reports:

1. TIAA presentation on "Financial Planning for Women" - Vinita
 - Thursday April 10
 - 22 attended (13 BWIS members)
 - This is 2nd in a series of four. Overall, it was considered useful; Kathy mentioned that personal meeting was not scheduled after she signed up.
 - Question was raised about whether BWIS should coordinate the 3rd and 4th, and perhaps also suggest some focused topics for the workshop/presentation.
2. Super salad Lunch – Charter vote – Kathy, Vinita
 - May 14th
 - Great success. 30-35 attended and approved the updated charter.
3. Chasman announcement at the NSLS/CFN Users meeting – Anna
 - Did not happen at NSLS/CFN Users meeting due to schedule conflict
 - Will be announced at the RHIC/AGS annual Users' meeting on June 19th.
 - Flyers and poster are ready.
 - Flyers were distributed at the Zonta event May 28th. Peconic Bay Zonta and BWIS were going to split the cost for Diane Greenberg to attend - instead Suffolk Zonta paid for Diane.
4. Chasman reception on May 28 – Anna, Vinita
 - About 30 attended (half are men).
 - Did not have expected attendance from BWIS members, partly due to weather conditions, but it was also found as a general trend for events BWIS are organizing recently. Need ideas to promote visibility of BWIS and participation of BWIS events.
5. CARE workshop focus group activities – Yan Li
 - No updates .
6. Progress on BWIS website – Christina (did not attend the meeting)
 - Updates are available on BWIS website and please have a look.
 - We need articles about BWIS activities with pictures
 - It was suggested to inform the media office (e.g. Jane Koropsak) about our future events in advance so that they can cover them on BNL website.

(2) Discussion:

1. BWIS expenses
 - Approval and reporting procedures need to be followed by all board members

- Surcharges (7.5%) were found to have been applied for serviced provided by travel office (e.g. buses) but not on food, poster/flyer etc. More specific guideline is needed from Charlie (Loralie will request).
- 2. Fundraising for scholarships (not discussed due to absence of Christina)
- 3. Archiving previous BWIS documents, e.g. BWIS board in the past and audio recording of past seminars (Kathy, Vinita, Loralie)
- 4. Updating BWIS pamphlet with new pictures, achievement and highlights.

Upcoming events:

1. Goldhaber award presentation and reception
 - Scheduled for 1st week of August
 - It was suggested to invite the winner(s) of Chasman award to attend
2. Follow-up to the CARE Workshops
 - We have a remaining balance of \$969 from previous CARE workshops.
 - A one-day workshop is proposed for the week after Labor Day weekend, with tentative focus on grant writing (including DOE early career) and mentoring.
 - Vinita will check room availability. Need volunteers as organizing committee and start regular meetings for planning early on. Carrie-Ann Miller will be invited to participate.
 - Vivian suggested to print out poster and advertise it at BNL and SBU as soon as a date is fixed.
 - Vinita will ask Doon and others for opening remarks and highlight it on poster.
 - Need better channels to advertise the workshop at SBU, e.g. poster at SAC.

End of year activities:

1. BWIS budget request has to be submitted early August
2. Need slate of new officers – election should take place in September
3. Membership renewal in October
4. Wine and Cheese reception early November